

~~CONFIDENTIAL~~*Office Memorandum* • UNITED STATES GOVERNMENT25X1A9A TO : , O&M Staff (DD/I Area)

DATE: 2 October 1959

FROM : Chief, Records Management Staff

SUBJECT: Records Management Staff Accomplishments During Period
1 April 1959 through 30 September 1959 for the Hull Committee

1. Records management activity during FY 59 played off as anticipated, that is FY 59 was the first fiscal year in which the Agency did not obligate funds for filing cabinets. However, in view of your statement along this line in the last report, you may not wish to include this information.

2. In prior reports we have never mentioned the Vital Records Program. The following therefore might be appropriate for inclusion this time:

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Transferred operations of the vital records repository from the to the Management Staff and consolidated these operations with those of the Records Center, thereby eliminating one GS-12 position.

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